



## NIAGARA COUNTY JOB POSTING

DATE POSTED: 5/8/23 DEADLINE: 12/31/23

POSITION TITLE/ #: Junior Civil Engineer- Continuous Recruitment

POSITION CLASS: Competitive - No eligible list

PAY RATE: 33.53 - 38.95 WEEKLY HOURS: 35

DEPARTMENT/DIVISION: DPW - Engineering

WORK LOCATION: 59 Park Avenue, Lockport, NY 14094

---

### **POSTINGS FOR CURRENT EMPLOYEES:**

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or [civilservice@niagaracounty.com](mailto:civilservice@niagaracounty.com).

STATUS FOR CURRENT EMPLOYEES: Provisional

Submit letter of interest and resume to:

NAME: Norman Allen

ADDRESS: 59 Park Ave, Lockport, NY 14094

---

### **POSTINGS OPEN TO THE PUBLIC:**

STATUS FOR PUBLIC CANDIDATES: Provisional

DESCRIPTION: For a complete job description and minimum requirements please visit:

[https://niagaracounty.com/Employment/Job\\_Specs\\_for\\_Civil\\_Service\\_Positions.php](https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php)

**TYPICAL WORK ACTIVITIES:** 1. Designs roads and bridges to be constructed or reconstructed, computing materials and fill; checks and plots from survey notes; notes the baseline, cross sections and topography of a road; 2. Makes engineering calculations for pavements, drainage, quantities and structures; 3. Designs buildings and facilities to be constructed or reconstructed; 4. Prepares right-of-way maps, road plans, building plans and cross sections using lead, ink or computer aided drafting (CAD) and specifications and compiles itemized proposals and contracts; 5. When assigned, acts as lead inspector on project sites to ensure compliance with drawings and specifications; 6. Maintains records of construction materials and progress; 7. Prepares estimates for payment during and at completion of construction and prepares final book; 8. Conducts inspections of highways, bridges, buildings or various facilities; 9. Communicates with the public, contractors and government agencies verbally and in writing.

**MINIMUM QUALIFICATIONS:** **SUGGESTED PROMOTIONAL QUALIFICATIONS:** One (1) year of permanent competitive status as a Senior Engineering Aide in the Niagara County Department of Public Works immediately preceding the date of exam.  
**OPEN-COMPETITIVE QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma and one of the following: 1. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a bachelor's degree in civil engineering or related engineering field; OR 2. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an associate's degree in civil engineering technology or related technology field including construction, forestry, traffic, or highway and structural and two (2) years of full-time paid experience in civil engineering or related engineering field, or in construction, surveying, design, drafting, or inspection and estimating.  
**SPECIAL REQUIREMENT:** 1. Satisfactory completion of two (2) credit hours of course work in an accredited CAD program or three (3) months fulltime experience using CAD in an engineering application; and 2. Possession of a valid New York State Driver's license at time of appointment and for the duration of employment.

Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094

---

Applications, Job Specifications, Job Postings & Exam Announcements can be found here:  
<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer  
Form Revised 4/4/2023